

**U.S. Environmental Protection Agency**  
**National Advisory Council for Environmental Policy and Technology (NACEPT)**  
**Subcommittee on Promoting Environmental Stewardship (SPES)**

**October 6-7, 2009**

One Potomac Yard  
Conference Center South (4<sup>th</sup> Floor)  
Room S-4370-80  
2777 S. Crystal Drive, Arlington, VA 22202

**Proposed Agenda**

**Desired Outcomes:**

- ☐ Discuss framework around which SPES findings and products will be organized
- ☐ Learn about private sector approaches to integrating stewardship into organizations -- consider how practices might be transferred to EPA
- ☐ Consider new communication methods/tools that could be used by EPA to encourage action on stewardship
- ☐ Seek agreement in principle for a subcommittee definition of stewardship
- ☐ Receive reports and presentations on Work Group products
- ☐ Articulate next steps for moving toward subcommittee recommendations

**DAY 1 – Tuesday, October 6, 2009**

8:00 – 8:30     **Coffee/Tea**

8:30 – 9:00     **Welcome, Introductions, Meeting Objectives, and Agenda**

    Welcome and Opening Remarks [5 min]

Chuck Kent, *U.S. Environmental Protection Agency (EPA)*

    Subcommittee Introductions [10 min]

    Meeting Objectives, Agenda, and Ground Rules [15 min]

Jennifer Peyser, *RESOLVE Facilitator*

9:00 – 9:15     **Meeting 2 Summary**

**Objective:** Review and adopt draft meeting 2 summary.

Jennifer Peyser, *RESOLVE Facilitator*

9:15 – 10:00 **Communicating Environmental Information to Promote Stewardship**

**Objective:** Presentation and discussion of several information-related topics that could enhance stewardship.

- Helping to bridge the digital divide on environmental information
- EPA's Toxics Release Inventory (TRI) Program
- Enhancing access to information via mobile devices
- New web-based technologies and approaches to enable creative communication and collaboration

Presentation [15 min]

Michele Anders, *Acting Deputy Director, Office of Information Analysis and Access, Office of Environmental Information*

Facilitated Discussion [30 min]

10:00 – 10:15 **Break**

10:15 – 11:30 **Korn/Ferry, Inc. – Corporate approaches to Integrating Sustainability/Stewardship into Core Programs and Practices**

**Objectives:** Learn about models and best practices from the private sector used to integrate, measure and model stewardship/sustainability within corporations. Discuss how approaches could apply within EPA.

Presentation [30 min]

Lisa Walker, *Senior Client Partner, Korn/Ferry International*

Facilitated Discussion [45 min]

11:30 – 12:00 **Framing our Work: Straw Proposals/Scenarios/Principles**

**Objective:** Based on work group discussions and draft products, share working framework for SPES work and recommendations, drafted and proposed by SPES co-chairs and work group leads. This framework can be amended and tested in the context of work group presentations and other SPES discussions.

Presentation [30 min]

Co-chairs and work group leads

12:00 – 1:15 **Lunch**

- 1:15 – 2:15     **Framing our Work (continued)**  
Facilitated Discussion [60 min]
- 2:15 – 2:45     **Drafting Group Report: Definition of Stewardship**  
**Objective:** Review draft definition and seek agreement in principle.  
Presentation [10 min]  
    Drafting Group Members  
Facilitated Discussion [20 min]
- 2:45 – 4:30     **Work Group Planning and Discussion**  
**Objective:** Three work groups (short-term, long-term, and unifying themes/gap analysis) will have breakout discussions, informed by proposed framework.
- 4:30 – 4:45     **Break**
- 4:45 – 5:00     **Public Comment**  
*(Those interested in making comments during this designated period should register with EPA upon arrival. Time allowed for individual public comments may be limited depending on number of speakers.)*
- 5:00 – 5:30     **Reflections on Day 1 Discussions and Looking Ahead to Day Two**  
**Objective:** Work group lead(s) will share discussion points from day one and identify feedback regarding the overall framework. Co-chairs, EPA, and RESOLVE will integrate feedback into revised framework/principles.
- 5:30             **Adjourn for the day**
- 6:30             **Optional Group Dinner – Athena Pallas (556 22<sup>nd</sup> St., Crystal City)**  
**(Meet at restaurant)   See: <http://www.athenapallas.com/>**

## **DAY 2 – Wednesday, October 7, 2009**

8:00 – 8:30     **Coffee/Tea**

8:30 – 8:45     **Day 2 Agenda Review**

Jennifer Peyser, *RESOLVE Facilitator*

8:45 – 9:30     **Revisit Proposed Framework**

**Objective:** Present revised framework, with additions based on work group day one discussions/reflections.

Presentation [15 min]

Lee Paddock and David Paylor, Co-chairs

Facilitated Discussion [30 min]

9:30 – 10:30   **Work Group Report and Discussion: Gap Analysis and Unifying Themes**

**Objective:** Hear summary of themes identified and products drafted by work groups and discuss implications for subcommittee recommendations.

Presentations [15 min]

Work Group Members

Facilitated Discussion [45 min]

10:30 – 10:45   **Break**

10:45 – 11:45   **Work Group Report and Discussion: Long-term**

**Objective:** Hear summary of themes identified and products drafted by work groups and discuss implications for subcommittee recommendations.

Presentations [15 min]

Work Group Members

Facilitated Discussion [45 min]

11:45 – 1:00     **Lunch**

- 1:00 – 2:00     **Work Group Report and Discussion: Short-term / Quick Hits**  
**Objective:** Review work group draft product and seek agreement in principle on recommendations. Discuss how “short-term” recommendations fit within the context of the subcommittee’s overall efforts and strategy/timeline for sending recommendations to the Administrator through the NACEPT. (Finalization of recommendations language expected following meeting.)  
  
Presentation [15 min]  
    Work Group Members  
Facilitated Discussion [45 min]
- 2:00 – 2:15     **Break**
- 2:15 – 4:00     **Next Steps on Developing Recommendations**  
**Objective:** Map out timeline and approach for priority issues, resources needed, etc. Discuss December 1-2 meeting agenda. Wrap-up, agree on action items (with assignments).  
Lee Paddock and David Paylor, Co-chairs
- 4:00 – 4:15     **Public Comment**  
*(Those interested in making comments at this meeting should register with EPA upon arrival. Time allowed for individual public comments may be limited depending on number of speakers.)*
- 4:15 – 4:30     **Summary and Next Steps**  
**Objective:** Review assignments and future meeting dates.  
Jennifer Peyser, RESOLVE Facilitator
- 4:30             **Adjourn**